

ALCA Awards Timeline 2019

Deadline#1: Friday, August 30, 2019

Postmark deadline for submission of nomination materials. Send only ONE copy of nomination packet (including the supporting documentation).

- Please follow the criteria for each nomination (use the description in the ALCA Awards Notebook/Rating Sheets as your guide).
- Send no rating sheets with this mailing -- you will be notified via email when all the nominees will be available for viewing electronically via google docs.
- Please mail all nomination packets to the ALCA Awards Co-Chair (address below).
Electronic submission is encouraged!

Dr. Laura Hodges
Troy University
PO Box 4419
Montgomery, AL 36103
Lhodges154803@troy.edu

Deadline#2: Friday, September 20, 2019

ALCA Awards Chair will email Chapter/Division with information to login and view/rate the nominees for each award. Some of the awards may appear similar.

- Carefully read the criteria and decide if the submitted nomination meets the required documentation for the award.
- Print and complete the rating sheet for each nominee, clearly indicating your choice of a winner for each award. Be sure that for each award you are not submitting a tie for your choice of a winner!

Deadline#3: Friday, October 4, 2019

Postmark deadline for Award rating sheets sent to ALCA Awards Co-Chair.

- Please mail/email completed rating sheets only to the ALCA Awards Co-Chair at the following address:

Dr. Laura Hodges
Troy University
PO Box 4419
Montgomery, AL 36103
lhodges154803@troy.edu

Deadline#4: Friday, October 18, 2019

State Awards/Resolutions Committee (made up of Chapter/Division Awards Chairs) will meet to conduct the annual meeting and tally results for the awards. The meeting details will be sent to committee members in August.

Deadline#5: Friday, October 25, 2019

ALCA Awards Co-Chairs will order certificates and plaques.

ALCA Awards Breakfast: November 20, 2019

All nominees and award winners will be recognized at the ALCA 2019 Annual Awards Breakfast at the Fall Conference in Montgomery, Alabama.

All nominees and ALCA members are encouraged to attend this festive occasion- which is a celebration of our finest counselors! A great time is always had by all!